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MID-WEEK ANNOUNCEMENTS 1/6/2021

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Complete information related to COVID-19 is updated regularly [here](#). See COVID-19 Impact on Schools FAQ.

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NEW: SE/SV Summary Upload

The reporting requirement for the December 1, 2020 Special Education and Special Education for Vouchers is not complete until the signed summary has been uploaded. Currently there are 151 public corporations that have not uploaded the summary and 8 non-public schools that have not uploaded the summary. The window of complete signoff and summary upload closes this Friday, 1/8/2021 at 4:00 pm ET.

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NEW: Updates for LINK Security Coordinators

FSSA P-EBT System

The IDOE is providing the primary access point to the FSSA P-EBT portal through the LINK Portal. All public local education agency and accredited non-public school entities may access the secure FSSA P-EBT portal via LINK. For other entity types, please contact FSSA. The P-EBT tile will be available to **Security Coordinators** and those who have the **Data Administrator** staff types. Assistance and information regarding P-EBT benefits including school and student eligibility may be found on the [FSSA: DFR Pandemic EBT website](#).

Key Contacts

Thank you to those who have added their Key Contact staff types such as Principal and Superintendent. There are now three new Key Contacts: **Data Exchange Contact, Title IX Coordinator, and 504 Coordinator**. Key contacts allow IDOE to know who the primary person is to communicate with and do not provide role-based access in any IDOE system. A full list of Key Contacts is found in the [Setting Staff Type \(Roles\) document](#).

- **STN Support Note:** The **Data Exchange Contact** will be used to create a downloadable report with contact information for each public corporation

and non-public school. This report will provide contact information to use in order to resolve conflicting records that are submitted to Data Exchange. It is therefore suggested that one (1) person be identified with the Data Exchange Contact staff type in order to populate this report when it becomes available. A second person may be given the Data Exchange Contact staff type as a backup.

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DOE-LM (English Learners and Immigrant) Extended

The LM closing date has been extended through Tuesday, **January 12, 2021 at 4:00 pm ET**. There **continues to be 16 corporations that have submitted zero data for one or more schools**.

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Certified Position (CP) - “Record Failed” Message

This failure is due to a record(s) in the file with a missing subject code(s). Since the failed message does not identify an SPN that has a missing subject code, customers need to review their file to locate the missing information. After correcting the record in the SIS or template (for non-pubs), the file can be resubmitted.

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Is Your School On-Track for Attendance Reporting in 2021?

Take the Quiz

In order to sign-off on student attendance for the 2020-2021 school year at the end of this school year, each school is expected to report an attendance record for each day of a student’s enrollment (not just the number of days present). This attendance data will be submitted directly from your Student Information System (SIS) to IDOE's database through the Data Exchange. Answer the questions in this [memo](#) to assess your school’s readiness to submit attendance data. Please send all questions [here](#).

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Data Exchange Knowledge Hub added to LINK portal

The Data Exchange Knowledge Hub tile has been added to the LINK portal for

your convenience.

Replacement for Google Data Exchange Community Forum

We have found that since Google changed from Google Plus to Google Currents that we no longer have the capability to allow new members to join our Data Reporting Community Forum. After spending much time trying to resolve this issue without success, we are considering moving our community forum and our announcements to the Moodle Data Exchange Training course. We will not be able to move forward with a change until some time after the first of the new year. We want to make certain that we continue to offer our users a way to collaborate and learn from each other. Until this move is made, the forum will remain open and announcements will continue to be posted.

In the meantime, for those that are unable to join the Google Data Exchange Community, be advised that Mid-Week Announcements are posted to the [Data Reporting Help](#) page each Wednesday. Select the Announcements tile to access both current and historical announcements.

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Recently Posted Layouts and Documents

DOE-CP 2021 (Certified Position) v01.06.21 - see new bullet in “Read This” box, yellow highlight, red font

DOE-DT 2021 (Dual Credit) v12.08.21

DOE-ME 2021 (Membership) v01.01.21 - added statement to page 2 guidance for Field #10-Virtual Student Reporting Guidance - ***“Unless there is a legislative or rule change prior to the February count, Virtual codes Y and C are funded at 85 percent.”***

DOE-MA 2021 (Membership for Adults) v01.01.21 - see Change History on page 6 for version 01.01.21

REPORTS CURRENTLY OPEN

DOE-DOE-CE 2021 Period 1 - closes 2/15/2021

DOE-CP 2021 Period 1 - closes 2/15/2021

DOE-CC 2021 Period 1 - closes 2/15/2021

LM 2021- EXTENDED closes 1/12/2021

DOE-RT/EM/RA 2021 - closes 6/30/21

DOE-IR 2021 - closes 6/30/21

SE 2021 Period 1 - signoff only closes 1/8/21

SV 2021 Period 1 - signoff only closes 1/8/21

DOE-TA 2021 (ISTEP/IREAD) - closes 7/15/21

Help US Help YOU

Data Reporting Support Ticket: To contact STN support HelpDesk, click the following link to create a work order. Please provide the correct email address and phone number in the work order.

<https://help.doe.in.gov>

Data Reporting Support is also available by phone at 317.232.0808

